

# PIAC

## 2016-2017 Work Plan

RED = NEW      BLUE = ONGOING      BLACK = COMPLETED

Updated as of November 8, 2016

VISION:					
MISSION: PIAC supports parents and school councils at the TDSB with the goal of improving student achievement and well-being and enhancing the accountability of the education system to parents.					
Objectives	Initiatives	Performance Measures	Timeline	Workgroup Lead(s)	Status Update
STRATEGIC GOAL: Increase proactive communication with and support for school councils of schools of the TDSB and PIAC members					
<b>Increase communications by developing and executing a comprehensive communications strategy to inform and engage PIAC stakeholders</b>	<ul style="list-style-type: none"> <li>Confirm mission and vision statement</li> </ul>	•	•	• Communication	
	<ul style="list-style-type: none"> <li>Development of a PIAC handbook, orientation, calendar and checklist for school councils (elementary and high school) to empower parents with advice on protocol or guidelines to obtain results desired when encountering situations in their own child/children's school.</li> </ul>	•	•	<ul style="list-style-type: none"> <li>Outreach</li> <li>By-Laws</li> </ul>	
	<ul style="list-style-type: none"> <li>Create a mechanism to get consent from school councils to access their emails</li> </ul>	•	•	• Outreach	•

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	<ul style="list-style-type: none"> <li>• Provide professional development opportunities for PIAC members re TDSB policy and procedures Robert's Rules</li> </ul>	•	•	<ul style="list-style-type: none"> <li>• Tdb</li> <li>• By-Laws?</li> </ul>	
	<ul style="list-style-type: none"> <li>• Ensure PIAC information inserted in September communication from the Board including useful links document Include and links to PIAC communications: website, email, Facebook, Twitter, and newsletter.</li> </ul>	•	•	<ul style="list-style-type: none"> <li>• School Council info (adhoc)</li> </ul>	
	<ul style="list-style-type: none"> <li>• Identify and connect with schools that do not have Councils to provide support on creating an SC</li> </ul>	•	•	<ul style="list-style-type: none"> <li>• Outreach</li> </ul>	•
<b>Facilitate opportunities to build greater capacity for PIAC members to support their wards</b>	<ul style="list-style-type: none"> <li>• Create a communication toolkit for PIAC members</li> </ul>	•	•	<ul style="list-style-type: none"> <li>• Communications</li> </ul>	•
	<ul style="list-style-type: none"> <li>• Conduct an internal skills audit and identify PIAC experts</li> </ul>	•	•	<ul style="list-style-type: none"> <li>• Membership</li> </ul>	•
	<ul style="list-style-type: none"> <li>• Provide mandatory and timely training and orientation for PIAC members</li> </ul>	•	•	<ul style="list-style-type: none"> <li>• PCEO office</li> </ul>	•
	<ul style="list-style-type: none"> <li>• Determine and develop PIAC workgroup structure and identify their roles and responsibilities in order to increase efficiency               <ul style="list-style-type: none"> <li>- Leadership</li> <li>- Membership</li> <li>- Mandate</li> <li>- Communication</li> </ul> </li> </ul>	•	•	<ul style="list-style-type: none"> <li>• Membership</li> </ul>	•

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	<ul style="list-style-type: none"> <li>workplan</li> </ul>				
	<ul style="list-style-type: none"> <li>Define roles and responsibilities of: PIAC committee as a whole, individual PIAC members, co-chairs, working groups, committee assistant, PCEO for smoother effective operation</li> </ul>	•	•	• Membership	•
<b>Expand website and social media presence and explore new ways to communicate key messages.</b>	<ul style="list-style-type: none"> <li>Increase social media presence that provides a timely response and information</li> </ul>	•	•	• Communications	•
	<ul style="list-style-type: none"> <li>Refresh and expand PIAC website content</li> </ul>	•	•	• Communications	•
<b>Expand outreach opportunities to facilitate and participate in ward forums and school councils</b>	<ul style="list-style-type: none"> <li>Conduct targeted presentations and meetings (SC411) to school councils</li> </ul>	•	•	• SC411	•
<b>STRATEGIC GOAL:</b>					
Undertake engaging activities to help parents of pupils of the TDSB support their children’s learning at home and at school					
<b>Create forums for PIAC to identify important issues, share information, encourage networking and build</b>	<ul style="list-style-type: none"> <li>Create a strategy for measuring the success and reach of all PIAC activities</li> </ul>	•	•	• tbd	•
	<ul style="list-style-type: none"> <li>Successful execution of the annual Parent Conference with a focus on school councils</li> </ul>	•	•	• PIAC/SEAC Conference	•

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<b>strong partnership with parents</b>	• Successful execution of the annual PIAC Appreciation Dinner			• SAC Appreciation event	
	• Successful execution of the Annual Spec Ed Forum	•	•	• PIAC/SEAC Conference	
	• Successful management and reporting of the PIAC budget	•	•	• Budget	
<b>Identify channels to solicit feedback on PIAC</b>	• Investigate use of surveys, online polls, and focus groups	•	•	• Outreach	•
<b>Ensure an open and democratic process to the selection of PIAC members</b>	• Execute an election strategy for selection of the 2016-2017 PIAC members in consultation with the TDSB trustees to ensure representation in each ward	•	•	• Nomination (adhoc)	•
	• Update the policy and procedures related to the election of PIAC members	•	•	• Nomination (adhoc)	•
	• Expand the role of the membership workgroup to include the management of PIAC ward elections	•	•	• Membership	•
	• Create an updated PIAC membership list.	•	•	• Membership	•

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<b>STRATEGIC GOAL:</b> Provide information and advice on parent engagement to the TDSB					
<b>On-going review of current TDSB policies and procedures and make recommendations on policy and process improvement</b>	<ul style="list-style-type: none"> <li>• Increase communications between PIAC and Standing committees of the Board to ensure PIAC is informed</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Consultation</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
	<ul style="list-style-type: none"> <li>• Create a mechanism to provide for timely updates on standing committee decisions to parents</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Consultation</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
	<ul style="list-style-type: none"> <li>• Ensure Policy and Procedures workgroup is active in the new policy review schedule and process and Learning Centre development</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Consultation</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Continue to build and maintain relationships with TDSB Director, designates, Trustees and other advisory committees</b>	<ul style="list-style-type: none"> <li>• PIAC Chairs to have regular monthly meetings with TDSB Director or designate</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Co-Chairs</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
	<ul style="list-style-type: none"> <li>• Work with new PREO office assistant (35 hrs per week) – determine scope and governance</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Co-Chairs</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
	<ul style="list-style-type: none"> <li>• Work with Trustees to support their ward elections and provide information on the election procedure</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Nomination (adhoc)</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>

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	<ul style="list-style-type: none"> <li>Establish the role of PIAC in the ongoing development of the new learning centres</li> </ul>	•	•	• Consultation	•
	<ul style="list-style-type: none"> <li>Work with the Board to create a Professional development for principals on PIAC               <ul style="list-style-type: none"> <li>- support for school councils</li> <li>- support for schools without school councils</li> </ul> </li> </ul>	•	•	• Principal/VP Selection ?	•
	<ul style="list-style-type: none"> <li>Foster opportunities for partnership with TDSB advisory committees</li> </ul>	•	•	• Co-Chairs	•
	<ul style="list-style-type: none"> <li>Working with the Board on Principal/VP selection process and recruitment of PIAC members to participate</li> </ul>	•	•	• Principal/VP Selection	•